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From: Hebert, Suzana (EHS)
Sent: Thursday, July 07, 2011 1:45 PM
To: Allen, Dorothy (DPH); Amaral, AnnMarie (DPH); Anderson, Darryen (DPH); Asamoah, Obiri (DPH); Bain, Ian (DPH); Beacham, Karyn (DPH); Beck, Ann (DPH); Bonavita, Julia (DPH); Borne, Alan (DPH); Borne, Deborah (DPH); Calvagna, Patricia (DPH); Cambria, Marguerite (DPH); Carson, Susan (MED); Casaletto, Linda (DPH); Cavallari, Edward (DPH); Chadorowsky, Joe (DPH); Chu, Irene (DPH); Cleghorn, Maria (DPH); Clemons, Cyndi (DPH); Cochran, Jennifer (DPH); Conley, Diane (DPH); Consolo, Carolyn (DPH); Conz, Carol (DPH); Daley, Barbara (DPH); Danforth, Deborah (DPH); Davis, Pam (DPH); Day, Emile (DPH); Delgado, Marie (DPH); DiMartino, Paulette (DPH); Dinkins, Debra (DPH); Ditocco, Jill (DPH); Dooley, Jacqueline (DPH); Dorsey, Shirley (DPH); Drinkwater, Justine (DPH); Dyer, Sharon (DPH); Ferreira, Lisa (MED); Gangemi, Mary-Ann (DPH); Greenidge, Althea (DPH); Hanchett, James (DPH); Hankerson, Jacqueline (DPH); Hawthorne, Dean D (DPH); Hillery, Veronica (DPH); Hilton, Joyce (DPH); Jose, Maricel (DPH); Keddie, Andrea (DPH); Kurtis, Gerald (DPH); Lafontant, Latania (DPH); Lancto, Denise (DPH); Lynn, Joanne (DPH); McCollem, Tom (DPH); McCue, Terry (DPH); McGeown, Catherine (DPH); McLaughlin, Maryellen (DPH); McSheffery, Christina (DPH); Mendes, Marjorie (DPH); Muzhuthett, Paul (DPH); Nguyen, Elizabeth (DPH); O'Brien, Elisabeth (DPH); OConnell, Kathy (DPH); OConnor, Ron (DPH); Penrose, Kate (DPH); Prendergast, Tom (DPH); Purtell, Joe (DPH); Rao, Shyamala (DPH); Reeves, Vickie (DPH); Riley, Margaret (DPH); Sadowski, Jennifer (MED); Salem, Sharon (DPH); Saunders, Della (DPH); Saunders, Donna (EHS); Scimone, Christina (DPH); Sheils, Alanna (DPH); Small, Linda (DPH); Stanton, Louann (DPH); Sullivan, Julie (DPH); Tessier, Susan (DPH); Tyson, Julie (DPH); Walker, Patricia (DPH); Che-Wu, Kaye (DMH); Desai, Jyoti (DMH); Gelormini, Angelamaria (DMH); Hanley, Susan (DMH); Harrison, Deborah (DMH); Medugno, Roseann (DMH); Morganelli, Dianne (DMH); Touadjine, Melissa (DMH); Tran, Hanh (DMH); Wharen, Victoria (DMH); Berolini, Mike (HCF); LeBlanc, Bobbi (HCF); Romelus, Dova (HCF); Monska, Abigail (DMH)
Cc: Chan-Lee, Yuen Fei (EHS); Cho, Shu Lain (EHS); Leung, Maria (EHS); Zeng, Ashley (EHS); Cormier, Carol (EHS)
Subject: FW: Important information regarding the July 5, 2011 Use/Lose Program

Hi Everyone,
I'm sending this as an FYI
We received the below email from ITD regarding an error that occurred during the use/lose program on July 5th.
The system error is only effects employees that had a use or lose balance.

Thanks
Suzana

From: Desk, CommonHelp (ITD) [<mailto:commonhelp.desk@state.ma.us>]
Sent: Wednesday, July 06, 2011 1:46 PM
To: List of people to receive HRCMS information.
Subject: Important information regarding the July 5, 2011 Use/Lose Program

Good afternoon,

Please be advised that an error occurred in the Use/Lose extension program on July 5, 2011. As a result, vacation and personal leave balances on the pay advices and pay info to be issued July 8, 2011 are incorrect. Vacation and personal leave balances in HR/CMS are correct. Vacation and personal leave balances on time logs for pay period ending July 16, 2011 will be correct.

Pay advices issued July 22, 2011 will reflect correct vacation and personal leave balances. We apologize for the inconvenience.

Thank you,
Leiba O'Garro
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